



U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of Air Traffic Organization

800 Independence Ave., SW.
Washington, DC 20591

September 16, 2005

Dear Special Event Organizers:

On February 1, 2005, the FAA awarded contract for the services provided by the 58 Automated Flight Service Stations (AFSS) in the Continental United States, Puerto Rico, and Hawaii to Lockheed Martin. Lockheed Martin will assume responsibility for providing AFSS flight services effective October 4, 2005.

Under the contract between the FAA and Lockheed Martin, standard Flight Services will continue to be provided to the aviation public as usual. However, support of Special Events will be limited and must be pre-approved on a case by case basis due to limited funding and contractual actions required between the FAA and Lockheed Martin. Special Events are activities that require an on-site presence or specific flight service support beyond the normal services received through a flight service station.

During fiscal year 2006, which begins October 1, 2005, the following four Special Events have been approved for support by the FAA and Lockheed Martin Flight Services: (1) Albuquerque International Balloon Fiesta, (2) National Business Aviation Association (NBAA) Convention, (3) Experimental Aircraft Association (EAA) Sun 'n Fun Fly-In, and (4) EAA Air Venture Oshkosh. Other events of a lesser scale, i.e., EAA regional fly-ins, are on separate list for consideration for support as well. All other requests will be reviewed and approved based upon remaining fiscal resources.

The following procedure must be used to request FAA and Lockheed Martin Flight Service support of a Special Event:

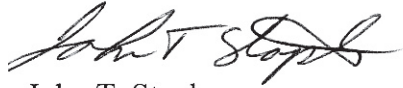
1. The request must be submitted at least 180 days prior to the Special Event.
2. Complete the attached FAA Special Event Support Request Form.
3. Submit a formal request on the organization's official letterhead explaining (1) the nature of the event, (2) the type and extent of support requested, and (3) a justification of the costs involved.

Submit the above information to:

Flight Service Contracting Officer
Federal Aviation Administration
800 Independence Avenue, S.W.
Mail Drop: 1575 Eye Street, N.W.
Washington, D.C. 20591

Notification of FAA and Lockheed Martin support of additional Special Events will be communicated by FAA Headquarters. Any questions should be forwarded to Flight Service Director of Safety and Operations Support at (202) 267-9342.

Sincerely,

A handwritten signature in black ink, appearing to read "John T. Staples". The signature is fluid and cursive, with the first name "John" being more prominent.

John T. Staples
Director Flight Service Program Management

Enclosure